

2013-14 Civil Rights Data Collection LEA Form Worksheet

FOR GATHERING DATA PURPOSES ONLY – NOT OFFICIAL DEPARTMENT OF EDUCATION FORM

This worksheet is an abbreviated version of the official CRDC LEA Form that can be used to gather and record data for reporting the 2013-14 CRDC.

Below are supporting documents to this Worksheet:

Link to [2013-14 CRDC LEA Form Worksheet Definitions](#)

Link to [2013-14 CRDC LEA Form Worksheet Instructions](#)

The US Department of Education’s Official 2013-14 CRDC LEA Form Layout containing all LEA level data elements, mandatory and optional, accompanied by the general instructions, specific instructions and definitions for each data element can be downloaded here:

[Official 2013-14 CRDC LEA Form Layout](#)

Office for Civil Rights

2013-14 Civil Rights Data Collection

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Questions noted with an asterisk “*” reflect guiding questions. Answers to these questions determine whether a school is presented with subsequent questions.

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PART 1 LEA FORM: Fall Snapshot Data

Section I: LEA-Level Students and Characteristics

1. Count of Students* *CONTINUING FOR 2013-14*

All LEAs, preschool-grade 12, UG

Data Element	Number
Overall student enrollment for the LEA (include students served in LEA and non-LEA facilities)	

2. Count of Schools* *CONTINUING FOR 2013-14 & 2015-16*

All LEAs

Data Element	Number
Public schools in the LEA	

3. Civil Rights Coordinators Indicator* *NEW FOR 2013-14 & 2015-16!*

All LEAs and justice facilities

Civil Rights Coordinator	Yes	No
Sex (Title IX)		
Race, color, or national origin (Title VI)		
Disability (Section 504 and/or Title II)		

4. Civil Rights Coordinators Contact Information *NEW FOR 2013-14 & 2015-16!*

Only for LEAs and justice facilities reporting having civil rights coordinators

Civil Rights Coordinator	Name	Phone	Email
Sex (Title IX)	First: _____ Last: _____	(xxx) xxx-xxxx	_____@____.____
Race, color, or national origin (Title VI)	First: _____ Last: _____	(xxx) xxx-xxxx	_____@____.____
Disability (Section 504 and/or Title II)	First: _____ Last: _____	(xxx) xxx-xxxx	_____@____.____

5. Desegregation Order or Plan *CONTINUING FOR 2013-14 & 2015-16*

All LEAs

Question	Yes	No
Is the LEA covered by a desegregation order or plan?		

6. Harassment or Bullying Policy Indicator* *REVISED*

All LEAs and justice facilities

Question	Yes	No
Does the LEA have a written policy or policies prohibiting discriminatory harassment or bullying of students on the basis of sex, race/color/national origin, and disability?		

7. Harassment or Bullying Policy Web Link Indicator* *NEW FOR 2013-14 & 2015-16!*

Only for LEAs and justice facilities reporting having harassment or bullying policy

Question	Yes	No
Does the LEA have a web link to its written policy or policies prohibiting discriminatory harassment or bullying of students?		

8. Harassment or Bullying Policy Web Link *NEW FOR 2013-14 & 2015-16!*

Only for LEAs and justice facilities reporting having harassment or bullying policy web link

Web Link
http://_____._____

OPTIONAL LEA-Level Students and Characteristics Item for 2013–14 (Required for 2015–16)

9. Count of Students Served in Non-LEA Facilities ** NEW! OPTIONAL FOR 2013–14, REQUIRED FOR 2015-16*

Optional Data Element	Number
Students served in Non-LEA facilities	

Section II: LEA-Level Early Learning, Preschool, and Kindergarten

10. Early Childhood Program Indicator ** NEW FOR 2013-14 & 2015-16!*

All LEAs

Question	Yes	No
Does the LEA provide early childhood services to children birth through age 2?		

11. Early Childhood Program Provided by the LEA for Non-IDEA Children *CONTINUING FOR 2013-14 & 2015-16*

Only for LEAs that provide early childhood programs

Question	Yes	No
Does the LEA provide early childhood services to non-IDEA children birth through age 2?		

12. Preschool Program Provided by the LEA Indicator ** CONTINUING FOR 2013-14 & 2015-16*

All LEAs

Question	Yes	No
Does the LEA provide preschool services or programs that serve children ages 3 through 5?		

13. Preschool Daily Length and Cost ** REVISED*

Only for LEAs that provide preschool

Data Element	Yes	No
Full-day preschool (free; no charge to parent(s)/guardian)		
Full-day preschool (partial or full charge to parent(s)/guardian)		
Part-day preschool (free; no charge to parent(s)/guardian)		
Part-day preschool (partial or full charge to parent(s)/guardian)		

14. Preschool Age for Non-IDEA Children *CONTINUING FOR 2013-14 & 2015-16*

Only for LEAs that provide preschool

Ages	Yes	No
Children age 3 years		
Children age 4 years		
Children age 5 years		

15. Preschool Eligibility – All Children ** CONTINUING FOR 2013-14 & 2015-16*

Only for LEAs that provide preschool

Questions noted with an asterisk “*” reflect guiding questions. Answers to these questions determine whether a school is presented with subsequent questions.

Question	Yes	No
Does the LEA offer its preschool service(s) or program(s) to all children?		

16. Preschool Eligibility – Student Groups *CONTINUING FOR 2013-14 & 2015-16*

Only for LEAs that provide preschool, but not to all students

Groups	Yes	No
Children with disabilities (<i>IDEA</i>)		
Children in Title I schools		
Children from low income families		

17. Kindergarten Program Indicator * *CONTINUING FOR 2013-14 & 2015-16*

All LEAs

Question	Yes	No
Does the LEA provide one or more kindergarten programs that serve any students?		

18. Kindergarten Daily Length and Cost * *REVISED*

Only for LEAs that provide kindergarten

Data Element	Yes	No
Full-day kindergarten (free; no charge to parent(s)/guardian)		
Full-day kindergarten (partial or full charge to parent(s)/guardian)		
Part-day kindergarten (free; no charge to parent(s)/guardian)		
Part-day kindergarten (partial or full charge to parent(s)/guardian)		

OPTIONAL LEA-Level Preschool Item for 2013–14 (Required for 2015–16)

19. Preschool Children Served *NEW! OPTIONAL FOR 2013–14, REQUIRED FOR 2015–16!*

Only for LEAs that provide preschool

Optional Data Element	Number
Children age 3 years served	
Children age 4 years served	
Children age 5 years served	

PART 2 LEA FORM: Cumulative Data

Section I: Distance Education

20. Distance Education Enrollment Indicator* *NEW FOR 2013-14 & 2015-16!*

Only for LEAs and justice facilities (grades K-12, UG)

Question	Yes	No
Does the LEA have any students enrolled in any distance educational courses?		

Optional LEA-Level Distance Education Item for 2013–14 (REQUIRED for 2015–16)

21. Distance Education Enrollment *OPTIONAL FOR 2013–14, REQUIRED IN 2015-16!*

Only for LEAs and justice facilities (grades K-12, UG) reporting student enrollment in distance education

Optional Data Element	Hispanic or Latino of any race	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific	Black or African American	White	Two or more races	Total	LEP	Students with Disabilities (IDEA)
Students enrolled in any distance education courses:										
Male										
Students enrolled in any distance education courses:										
Female										
Students enrolled in any distance education courses:										
Total										

Section II: GED Preparation Programs

22. GED Preparation Program Provided by the LEA Indicator* *CONTINUING FOR 2013-14 & 2015-16*

LEAs/justice facilities with students ages 16-19

Question	Yes	No
Does the LEA operate a GED preparation program for students ages 16-19?		

23. GED Preparation Program Student Participation *CONTINUING FOR 2013-14 & 2015-16*

Only for LEAs/Justice Facilities that provide a GED Preparation Program

Data Element	Hispanic or Latino of any race	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Black or African American	White	Two or more races	Total	LEP	Students with Disabilities (IDEA)
Student participants in GED preparation Program:										
Male										
Female										
Total										

24. GED Preparation Program Credentials *CONTINUING FOR 2013-14 & 2015-16*

Only for LEAs/Justice Facilities reporting student participants in GED Preparation Program

Data Element	Hispanic or Latino of any race	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Black or African American	White	Two or more races	Total	LEP	Students with Disabilities (IDEA)
Students who received a high school equivalency credential after participating in GED preparation program:										
Male										
Female										
Total										